



The Commonwealth of Massachusetts

MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY
400 WORCESTER RD., FRAMINGHAM, MA 01702-5399 508-820-2000 FAX 508-820-1404

DEPARTMENT OF CONSERVATION AND RECREATION
251 CAUSEWAY STREET, SUITE 600-700, BOSTON, MA 02114-2104 617-626-1250 FAX 617-626-1449



Cristine McCombs
DIRECTOR

Mitt Romney
GOVERNOR

Stephen H. Burrington
COMMISSIONER

Dear Municipal Official:

In October 2005 and again in May 2006, Massachusetts was hit with serious rainstorms that caused significant flooding across much of the Commonwealth. The President declared many Massachusetts counties major disaster areas in the weeks following these storms. These declarations allow a wide range of federal aid to become available for the affected areas.

One component of this aid is the Hazard Mitigation Grant Program (HMGP) funded by the Federal Emergency Management Agency (FEMA). The Hazard Mitigation Grant Program is jointly administered by the Massachusetts Department of Conservation and Recreation (DCR) and the Massachusetts Emergency Management Agency (MEMA). These grants are available to state agencies, local governments, certain private non-profit organizations (as defined in 44 CFR § 206.221(e)), and Indian tribes to fund cost-effective measures to reduce or prevent future flood damage. Communities must have a FEMA-approved Hazard Mitigation Plan at the time of grant award to be eligible for HMGP funding.

Attached is an information sheet explaining the details of this grant program and a Pre-Application form. The Commonwealth will send full application packages to eligible applicants upon receipt of a fully executed Pre-Application. Pre-Applications must be postmarked by **August 31, 2006** to be considered for HMGP funding. For your information, this packet has been sent to the chief elected and/or administrative official, conservation commission, building official, planning official and emergency manager in your community. Communities should coordinate all pre-applications and applications among their various boards or departments to avoid conflicting or competing project applications. The Chief Elected Official must sign all applications from municipalities, including individual municipal agencies.

Pre-Applications and applications should be submitted to the MEMA Disaster Recovery Department, attention Scott MacLeod, Mitigation Grants Manager, MEMA, 400 Worcester Road, Framingham, MA 01702.

For additional information please contact:

Scott MacLeod,
Hazard Mitigation Grants Manager
MA Emergency Management Agency
400 Worcester Road
Framingham, MA 01702
Scott.MacLeod@state.ma.us

Richard Zingarelli,
State Hazard Mitigation Officer
Department of Conservation and Recreation
251 Causeway Street
Boston, MA 02114
Richard.Zingarelli@state.ma.us

Sincerely,

Cristine McCombs, Director
Massachusetts Emergency Management Agency

Stephen H. Burrington, Commissioner
Department of Conservation and Recreation

HAZARD MITIGATION GRANT PROGRAM (HMGP) INFORMATION SHEET

INTRODUCTION

In furtherance of the Commonwealth's commitment to mitigation of natural hazards, the Massachusetts Department of Conservation & Recreation (DCR) and the Massachusetts Emergency Management Agency (MEMA), in cooperation with the Federal Emergency Management Agency (FEMA) announce the availability of funding under the Section 404 Hazard Mitigation Grant Program.

The Disaster Relief Act of 1974 was amended in 1988, incorporating hazard mitigation into FEMA disaster assistance programs. Under Section 404 of the amended act (Stafford Act), FEMA provides funding for hazard mitigation in a declared disaster.

Hazard mitigation reduces or eliminates losses of life and property from natural disasters. After disasters, repairs and reconstruction are often completed in such a way as to simply restore damaged property to pre-disaster conditions; such efforts expedite a return to normalcy. However, replication of pre-disaster conditions results in a cycle of damage, reconstruction, and repeated damage. Hazard mitigation is needed to ensure that such cycles are broken, that post-disaster repairs and reconstruction take place after damages are analyzed, and that sounder, less vulnerable conditions are produced. Applications for this grant program must meet the goal of reduction of future losses due to natural hazards.

WHO MAY APPLY?

State agencies, municipal governments, water and sewer districts, conservation districts, regional planning agencies, Indian tribes or authorized tribal organizations, and certain eligible private non-profit organizations or institutions (as defined in 44 CFR § 206.221(e)) are eligible to apply. Communities must have a FEMA-approved Hazard Mitigation Plan at the time of grant award to be eligible for HMGP funding.

APPLICATIONS AND ASSISTANCE

Pre-Applications, Applications and technical assistance are available through the Massachusetts State Hazard Mitigation Team. Please contact Scott MacLeod, MEMA Mitigation Grants Manager at (508) 820-1445, Scott.MacLeod@state.ma.us or Richard Zingarelli, State Hazard Mitigation Officer at (617) 626-1406, Richard.Zingarelli@state.ma.us. A series of briefings and technical workshops will be conducted prior to the application deadline(s). Please monitor MEMA's website (www.mass.gov/mema) for additional information related to the HMGP application process, deadlines and related information.

APPLICATION PROCEDURES

Pre-Applications must be submitted to the MEMA Disaster Recovery Department, attention Scott MacLeod, Mitigation Grants Manager, MEMA, 400 Worcester Road, Framingham, MA 01702, **postmarked by August 31, 2006**. The State Hazard Mitigation Team will forward a full Application package to each eligible applicant who submits a Pre-Application. Communities can submit multiple applications but each project must demonstrate cost-effective mitigation benefits independent of other applications. The local Chief Elected Official must sign all applications.

AMOUNT OF FUNDS AVAILABLE

The amount of HMGP funding will be seven and one-half (7.5) percent of the total federal Public Assistance (PA) and Individual Assistance (IA) made available as a result of the disaster declaration. At this time, it is anticipated that approximately **\$2,000,000** of federal funding will be available for hazard mitigation grant projects.

TYPE OF ELIGIBLE PROJECTS

The purpose of the grant program is to implement long-term hazard mitigation measures to reduce risk to human life and property from natural hazards. Examples of eligible projects include:

- Acquisition of real property for willing sellers and demolition or relocation of buildings to convert the property to open space use;
- Retrofitting structures and facilities to minimize damages from high winds, earthquake, flood, wildfire, or other natural hazards;
- Elevation of flood prone structures;
- Development and initial implementation of vegetative management programs;
- Minor flood control projects that do not duplicate the flood prevention activities of other Federal agencies;

- Localized flood control projects, such as certain ring levees and floodwall systems, which are designed specifically to protect critical facilities.

The Disaster Mitigation Act of 2000 authorizes up to 7% of the HMGP ceiling to be used for the development of State, Indian Tribal, and/or local mitigation plans that meet the planning criteria outlined in 44 CFR Part 201. A benefit-cost analysis is not required for the use of the 7% planning funds.

TYPE OF ASSISTANCE

The grants are federal funds made on a 75/25 cost sharing basis with at least 25% of the project cost being non-federal contribution provided by the applicant. In-kind services and equipment/materials can be used as the match requirement. HMGP grants can be used in combination with other federal, state, or local programs, but cannot duplicate or replace existing programs, nor be used as a match for other federal funds.

PROJECT SELECTION CRITERIA

Available federal funds will most likely not be sufficient to support all eligible project applications. The project proposals will be evaluated and prioritized by the state hazard mitigation team according to the following criteria. An attempt will be made to award grants to the maximum number of eligible projects. Recommendations for funding will be made by the MEMA & DCR to the regional FEMA office, and they will make the final selection of grants to be awarded. The mitigation measure proposed should not be intended to replace what was damaged only, but rather should provide more protection to life and property than what existed prior to the storm.

1. Measures that best fit within an overall plan for development and/or hazard mitigation in the community, disaster area, or State. Massachusetts sets priority on non-structural solutions, storm damaged structure/property acquisition efforts, and plans that promote retrofitting flood prone structures and overall environmental protection. Equipment purchases will be a low priority unless demonstrated to be an integral part of an overall hazard mitigation plan.
2. Measures that, if not taken, will have a severe detrimental impact on the applicant, such as loss of life, loss of essential services, damage to critical facilities, or economic hardship on the community.
3. Measures that have the greatest potential impact on reducing future disaster losses. Measures must have a demonstrated ability to solve the problem. They cannot merely analyze or identify hazards and problems.
4. Projects designed to protect and/or improve the environment while reducing damage potential.
5. Projects that have maximum local support, a high level of interest and commitment by the applicant.
6. Applicant has technical ability to successfully implement the project in a cost-effective manner.
7. Projects that enhance environmental protection; at a minimum, projects must meet all local, state, and federal environmental standards, and not require a variance to state environmental regulations.
8. Projects involving public/private partnership.

HMGP LIMITATIONS

HMGP funds cannot be used as a substitute or replacement to fund projects or programs that are available under other Federal authorities. HMGP funds cannot be used as a match for other Federal funds. The non-federal share of the project cost may not be met by another federal grant. However, Community Development Block Grant (CDBG) funds may be used as the non-federal match for HMGP projects if the project is eligible under the block grant program. The U.S. Small Business Administration (SBA) considers their loan funds to lose their Federal identity once the loan to the individual is approved. Therefore, homeowners can supply funds from this source to match HMGP funds. Bureau of Indian Affairs funds may also be used as match for HMGP.

CONTRACT PROCESS

After the grant has been awarded, a contract between the applicant and the Commonwealth of Massachusetts will be developed. This contract will explain how the grant money will be used, outline the grant limitations, the procedure for payment and the term (deadline) of the contract. Grant funds must be spent within the length of time agreed to within the contract. The State of Massachusetts will conduct follow-up surveys to insure that all contract requirements are met and will require progress and financial reports from the applicant each quarter until the contract is completed.



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Hazard Mitigation Grant Program (HMGP) – Pre-Application

(Please type or print clearly)

Date _____

Disaster #: _____

Name of Applicant (Community): _____

Project Contact: (Name) _____

(Title) _____

(Agency) _____

(Address) _____

(Phone) _____

(Email) _____

Brief description of problem(s)
to be solved by project: _____

Description of project and how
it will solve problem(s): _____

Location of Project: _____

Brief description of alternatives
Under consideration: _____

Total estimated cost: _____

Source of Non-Federal Share: _____